

University of Exeter

Quality Assurance and Enhancement Systems Map

Strategies and Guidance

Procedures (monitoring and enhancement)

Roles and Responsibilities (people and committees)

Institutional Level

University's Strategic Plan 2010-15
Environmental Sustainability Strategy 2010-15
Education Strategy
- Education for Sustainability Strategy
Teaching Quality Assurance Handbook

STRATEGIES and GUIDANCE

PROCEDURES

The University's quality assurance framework is comprised of a range of systems that allow the routine monitoring and regular review of all its programmes. These systems which involve a broad and varied spectrum of customers and agencies, include:

- Annual Programme Monitoring (APM)
- External examiners
- Internal student surveys
- Periodic subject review
- There is a schedule for periodic subject review which ensures that all programmes are reviewed on a rolling cycle. For executive summaries click on the menu above-right.
- Professional, statutory and regulatory bodies (PSRB)
- Quality Assurance Agency (QAA) audits

IMPLEMENTATION (Roles and Responsibilities)

People (ACADEMIC)

Input in strategies, implementation, monitoring

- Deputy Vice Chancellor (Education)

• Taking strategic responsibility within the University for the management of academic quality and standards, for the promotion of quality enhancement and for the management of the University's education strategy

- Dean of Taught Programmes

Role description

- Deans and Faculties:

- Taking operational responsibility within the University for the management of academic quality and standards,*
- Approving new programme proposals, major revisions to programmes and discontinuation of programmes*
- Monitoring and reviewing the standards of awards*
- Considering external examiners' reports*
- Monitoring student progression*
- Approving boards of studies and boards of examiners*
- Approving the appointment of external examiners*
- Approving, where appropriate, the programmes of study of individual students*
- Overseeing the development and management of codes of good practice and other quality assurance procedures*
- Overseeing external examiners' annual reports*
- Overseeing the annual monitoring of programmes*
- Acting for the University in areas of external review, audit and accreditation*

Facilitating and promoting quality enhancement and the dissemination of good practice

People (ACADEMIC SERVICES)

Input in strategies, implementation, monitoring and capacity building

Director of Academic Services

Director of Quality and Enhancement

Head of Academic Development **role**

Head of Academic Policy and Standard **role**

Committees

- Quality Strategy Group

1 To advise on policy issues and organisational matters relating to learning and teaching.

2 To advise on the operation and enhancement of the University's arrangements for quality assurance and enhancement of learning and teaching.

DVC Education (chair)

Dean of the Faculty of Taught Programmes

Dean of the Faculty of Graduate Research

Head of Education Enhancement

Head of Academic Policy and Standards

Guild Vice President (Academic Affairs)

Head of Registry Services, PCMD

Nominated College Associate Dean of Education

Nominated Assistant College Manager Education

Head of Quality Review (Secretary)

- Taught Faculty Board (guidance)

University Learning and Teaching Committee (Monitoring: Teaching quality, collaborative teaching provision, widening participation, annual review and periodic assessment)

- Academic Policy and Standards team (monitoring)

- Dual Assurance (education) (quality assurance and implementation)

Under dual assurance, DVC Education and Chair of Council have responsibility for the management of the University education brief.

This will include the regular monitoring of University performance and progress in delivering agreed institutional priorities in the area of education. As well as the regular review of external developments and the periodic review of the organisational and policy framework for the strategic management of the education brief.

College Level

- College Strategy
- College Education Strategy

STRATEGIES and GUIDANCE

- Setting appropriate objectives in learning and teaching
- Providing the intellectual and material resources to support these objectives
- Monitoring annually and enhancing learning and teaching performance
- Evaluating the success in meeting learning and teaching objectives
- Revising modules and making minor revisions to programmes
- Accounting for their academic performance to Faculty Boards
- Demonstrating high standards to external examiners and other external agencies
- Preparing, where appropriate, for professional accreditation

PROCEDURES

People (ACADEMIC)

- Dean
- Associate Dean of Education
- Directors of Education (subject level)

People (Administrative)

- Assistant College Manager (Education)

Committees

Teaching Committee

Student Staff Liaison Committee

IMPLEMENTATIONS (Roles and Responsibilities)

